

## **MINUTES ANNUAL BUDGET HEARING LETA VAUGHN**

### **Call to Order 7:04**

**Attending:** Bob Lippman, Bob Russell, Leta Vaughn, Floyd Stroughton, Chief Ron Drake

### **Public Hearing and Comment:**

- 1. Regarding Proposed 2015 annual budget for Castle Valley Fire Department (No tax change).** Floyd- good job!

### **Adjournment of Public Hearing**

Bob R. motions to adopt budget as proposed. Unanimously passed

Everyone needs to sign

Leta motions to adjourn, Bob L. seconds, unanimous 7:07

## **FIRE COMMISSION MINUTES NOVEMBER 13, 2014 LETA VAUGHN**

### **Call to order for regular meeting 7:09**

**Attending:** Bob Lippman, Bob Russell, Leta Vaughn, Floyd Stroughton, Chief Ron Drake

**-Approval of Minutes** Bob R. Motions, Bob L. 2<sup>nd</sup>, unanimous.

**-Public Comment** None

### **-Fire Chief's Report: Ron Drake**

3 incidents: Nov. 15 ambulance assist, Nov 22 propane leak (false alarm) turned tank off and inspected just low battery on co2 detector, Nov. 27<sup>th</sup> ambulance assistance.

Purchased a gas sniffer for future suspected gas leaks.

Hummer radiator overflow tank split and is out of service. Waiting for the part which is on backorder.

Rick Bailey Emergency Management w/ Grand County will apply for a FEMA grant for new SCBA gear for Moab Fire, Thompson Fire, Castle Valley Fire and Sheriffs office. It requires a 5% (\$25,000) matching grant from Grand County of which the County Council must still approve of. Ron D. requested 8 of sets of SCBA for Castle Valley which cost \$8129 each total and should include masks.

*Ron D. had a conversation with Judy Banes at Redcliffs Lodge about the restaurant gift certificates. She says they will not honor full amount if it is not used at one meal. Open to suggestions about certificates? Some discussion about using other restaurants this year. Leta will call around and see who will honor the full amount of the certificate on multiple visits. Ron also ordered hats and keychain flashlights as gifts to firefighters.*

*Bob L.- do we need to tarp up the fencing for winter? Ron they have already been out for the year.*

*Ron D. -moved cleanout at station 2 closer to building laid 2 layers of insulation over sewer pipe and re-buried. Wait and see if it works.*

*Equipment orders- still waiting for money for ppe. Fitting orders: waiting arrival.*

***-Treasurer's Report and discussion of proposed 2015 budget: Bob Russell***

***--December/End-of-year***

*Bob L. -do you have a sense for carryover. Bob R.-This years tax payment of \$20,000 should be here in December. PPE grant of \$6000 still waiting for. Due to transfer \$12000 from general fund into capital fund for vehicle.*

*Way under budget. Might have to adjust budget if grant and tax payment don't happen.*

***--Discussion and possible action on adoption of 2015 budget***

*Passed in public hearing*

*Bob L.- what do we need to do now? Bob R.- need to file with state auditor within 30 days, can do it online. Need to sign.*

***--Financial accounting update (ongoing)***

*Year end report will be on old system. Next years budget will be on Quickbooks with help of Tory. He will show us different options on what we can look at in regard to reporting options.*

***--Discussion and possible action on policies/procedures for department/district purchasing, accounting, reporting and record-keeping, Bob R.***

*presented council with purchasing sog. Discussion on 3.0 and 3.1 financial procedures: went over line by line, Bob R. motions to pass*

*3.0 or 3.1 Leta 2<sup>nd</sup> unanimously passes.*

*Discussion on 3.2 financial procedures-went over line by line*

*Bob R. will amend changes discussed for approval at next months meeting*

***-Emergency Medical Responder Report: Bob Russell***

*Fire chief wrote story about for emr program in the paper. Bob R. got life saver award, congratulations!*

*Scheduling is still an issue.*

*Bob L. some sort of internet board to post who is in town or not?*

***-State/County/Town Hazard Mitigation Planning update and discussion regarding emergency road access needs: Jazmine Duncan/Bob Russell***

*Jamine was absent. Leta- just putting things together for final plan.*

*Bob L.- We should do oversight on the flood plan.*

***-Updates regarding Shafer Ln. Extension easements and proposed agreement with town***

*The Town paid to have both sides surveyed last week. According to Dave Erley- some property in survey involves Daystar property and that they should be part of easement as well.*

***-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: setting of workshop(s) for development of standard operating guidelines, policies and procedures***

*Hummer radiator issue will get fixed.*

*Bob L. anyone interested in purchasing an atv 6 wheeler \$20,000? Bob R.- would like to special session to work on vision and goals of where we are going and what we want to look like 5 years from now. What is the vision? Then think about what we need to meet those goals. Planning session!!*

*Bob L. discussed with Mark Markham recently and the "fireplan" could be the opening towards that idea.*

*Floyd- basically we need two fire dept. structure dept and wildland dept.*

*Floyd thinks 4 wheeler would be better than 6 wheeler. Ron Drake not real excited about them but...*

*Ron D. we are in good shape for structure fire. Weakness is in wildland. Was thinking more like what blm drives. Will replace one of the old engines. Floyd if we got a 350 and built the truck up ourselves it will be 2/3 the cost of that truck.*

*Bob L.- nice to get one person trained in structure I.*

*Bob L.-Future siting for new fire department*

*Look in to getting on the public notice website- Leta will look into it and will email info to talk about at next meeting.*

***-In-kind accounting for grant eligibility***

*Bob I. still working with Mark Markham on that.*

***-Firewise update: Completion of Community Fire Plan; CV crew work and budget (FFSL): Bob Lippman***

*Met with Mark Markham and went thru entire fireplan and updated will go to blm and new forest service guy Ben Huntsman. Mark Markham is great resource.*

***-Special topics for Closed Session (if necessary): personnel matters, award & recognition program, etc. none***

***Housekeeping-*** *Re-schedule January meeting to the 3<sup>rd</sup> Thursday January 15<sup>th</sup> because of fireschool- Bob L. motions unanimous.*

*Christmas Party- Ron will bring pizzas send out email can bring potluck. Certificates ready.*

***Adjourn*** *Leta motions Bob L. 2<sup>nd</sup> unanimous 9:08*

Next meeting January 15, 2015